



**Board of Assessors
235 North St.
North Reading, MA 01864**

February 16, 2016

To whom it may concern:

This letter is to introduce Craig Eichholz as an Assessing Consultant for the Town of North Reading. Craig will be measuring and inspecting the Town's real estate building data for Department of Revenue mandated cyclical cycle and the building permits that were issued during the calendar year 2015.

Please call the Assessors Office at 978-357-5221 to schedule an inspection. This inspection is important to ensure that our data is accurate. If you are not home or available during the initial visit Craig will measure the exterior of the home and leave this notice for you to contact the Assessor's Office to schedule the interior inspection. This interior inspection will only take approximately 15 to 20 minutes.

Thank you in advance for your cooperation.

Sincerely,

**Debbie Carbone, MAA
Assessing Manager
978-357-5221**